



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-2

Jerry Bowser, Treasurer
Friends of Jim Inhofe Committee
P.O. Box 13300
Oklahoma City, OK 73113

JAN 07 2003

Identification Number: C00207993

Reference: 30 Day Post-General Report (10/17/02-11/25/02)

Dear Mr. Bowser:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your report discloses a transfer of joint fundraising receipts (pertinent portion attached). You must provide a Memorandum Schedule A disclosing your share of gross receipts. Contributions from original contributors whose total contributions to your committee have exceeded \$200 during the election cycle should be itemized on this schedule. The itemization should include the full name, mailing address and zip code of the person, along with the name of his/her employer, the date of the contribution, his/her occupation, the election designation and the election cycle-to-date amount of contributions made by this person. If necessary, please provide a memo Schedule A containing the required information. (11 CFR §102.17(c)(8)(i)(B))

-Schedule A of your report indicates that your committee may have failed to file one or more of the required 48 hour notices regarding "last minute" contributions received by your committee after the close of books for the 12 Day Pre-General Report. A principal campaign committee must notify the Commission, in writing, within 48 hours of any contribution of \$1,000 or more received between two and twenty days before an election. These contributions are then reported on the next report required to be filed by the committee. To ensure that the Commission is notified of last minute contributions of \$1,000 or more to your campaign, it is recommended that you review your procedures for checking contributions received during the